

Collection Development Policy

I. MATERIALS SELECTION

The Trustees of the Flint Memorial Library support the [Library Bill of Rights](#) promulgated by the American Library Association and [The Freedom to Read Statement](#) of the American Library Association and the Association of American Publishers. These two documents are the basis for the selecting and lending policies of this library. Intellectual freedom is a right for all, and as such, the library is tasked with providing reliable information, quality service, and diverse resources in order to enable that right. The library respects the right of patrons to decide which materials are appropriate for their individual circumstance; however, no individual or group has the right to restrict access for others.

The materials which constitute the library's collection are the foundation and justification for its existence. Because the library is a public institution, supported by taxes paid by members of the entire community, its collection must represent a wide range of viewpoints, opinions, and tastes to satisfy the needs and interests of the entire community of individuals. The Library does not advocate particular beliefs or views. The selection of any given item is not an endorsement of the viewpoint expressed. Library materials will not be marked in such a way as to show approval or disapproval. Access to library materials shall be controlled only to the extent necessary to protect them from danger or theft.

The Library Director has the final responsibility for the selection of all materials to be incorporated into the library's collection, regardless of the mode of acquisition. It is the Director's responsibility to provide materials that are of both current interest and permanent value, that are up-to-date, that are responsive to the interests and needs of the population and that do not discriminate against any political, religious, economic or social view or group through deliberate exclusion of their views. The Library Director shall try to provide for a diversity of materials without exercising either direct or implied censorship. The Director shall be responsible for expending available funds in an equitable manner so that all divisions of the collection receive a just proportion of said funds.

The Library cooperates with the public school libraries so that their respective services may complement each other. Children's interests and abilities vary as widely as those of adults. The library makes the same effort to provide for this diversity as it does in the adult collection.

II. MATERIALS SELECTION CRITERIA

The Library's collection will be built to meet the needs and interests of the community. Every print and non-print selection is subjected to the following criteria as they are applicable:

1. Current interest and usefulness
2. Permanent value
3. Relevance to the library's mission and core values
4. Comprehensiveness in scope
5. Importance as a record of the times
6. Relevance to the existing collection
7. High standards of quality in content, format, etc.
8. Level of funding for materials.

The Library selects materials using a number of different sources (including professional review journals, popular print and broadcast media, etc). Librarians exercise judgment, experience, and expertise in this process. The strengths and weaknesses of the total collection are continually under review and efforts are made to improve weak areas through selective acquisition of new materials. The library will make every effort to keep up-to-date with new formats and technologies. Considerations, such as budget, demand, space and interlibrary loan availability may also shape the selection process.

The criteria for the withdrawal of materials from the collection are essentially the same as those for inclusion. Materials containing outdated information are discarded regularly while those deemed to be of long-term or permanent value are retained on the shelves. The process of weeding the collection is an on-going activity designed to maintain currency in the collection without sacrificing quality.

III. GIFTS AND DONATIONS

In accepting donations of any materials intended for the library, the right of the final disposition of such gifts is reserved for the library. The same criteria for inclusion in the collection that are used for purchase decisions shall be applied to gifts. Gifts that cannot be added to the collection shall be returned and/or disposed of at the discretion of the Director.

Approved by the Board of Trustees 12/1979

Reviewed, amended and approved by the Board of Trustees 9/1992, 1/2005, 8/2023